



CITY OF SAN JOSÉ, CALIFORNIA

801 North First Street, Room 116
San José, California 95110
Telephone (408) 277-4429
FAX (408) 277-3285

CIVIL SERVICE COMMISSION

Bill Brill, Chair
Sharon L. Hightower, Vice Chair
Richard J. Giovannetti
Leon Louie

SYNOPSIS CIVIL SERVICE COMMISSION

TO ARRANGE AN ACCOMMODATION UNDER THE AMERICANS WITH DISABILITIES ACT TO PARTICIPATE IN THIS PUBLIC MEETING, PLEASE CALL (408) 277-4429 OR (408) 998-5299 (TTY) AT LEAST 48 HOURS BEFORE THE MEETING.

Agenda Closing 12:00 Noon Wednesday
Eight Days before Commission Meeting

MEETING CANCELED

4:00 P.M.

ORDER OF BUSINESS

OCTOBER 3, 2002

THE CIVIL SERVICE COMMISSION MEETS ON THE FIRST THURSDAY OF EACH MONTH IN THE CITY COUNCIL CHAMBERS, SECOND FLOOR OF CITY HALL

ROLL CALL

Present: Commissioners Louie and Brill
Absent: Commissioners Giovannetti and Hightower
Vacant: One

ORDERS OF THE DAY

CONSENT CALENDAR

1. Information Only

- a. Hiring Summary – Memorandum from Employee Services Department dated September 25, 2002 listing complaints about hiring issues and a summary of hiring activity for the period June 7, 2002 through September 14, 2002, for filing. **(Deferred to November 7, 2002)**
- b. 2. Employee Services Department report dated September 25, 2002 listing the following amendments to the classification plan, for filing. **(Deferred to November 7, 2002)**

CONSENT CALENDAR (Cont.)

REVISED CLASS SPECIFICATIONS

- a. Airport Operations Specialist (3511)
- b. Airport Operations Specialist PT (3512)
- c. Senior Airport Operations Specialist (3514)
- d. Senior Airport Operations Specialist PT (3515)

POSITION REALLOCATIONS

Position #	From	To	Department
00007074	Sr. Communication Service Operator (1178)	Sr. Airport Operations Specialist (3514)	Airport
00007797	Sr. Communication Service Operator (1178)	Sr. Airport Operations Specialist (3514)	Airport
00008308	Sr. Communication Service Operator (1178)	Sr. Airport Operations Specialist (3514)	Airport
00003964	Airport Operations Specialist (3511)	Sr. Airport Operations Specialist (3514)	Airport
00003970	Airport Operations Specialist (3511)	Sr. Airport Operations Specialist (3514)	Airport
00003973	Airport Operations Specialist (3511)	Sr. Airport Operations Specialist (3514)	Airport
00004713	Airport Operations Specialist (3511)	Sr. Airport Operations Specialist (3514)	Airport
00008300	Airport Operations Specialist (3511)	Sr. Airport Operations Specialist (3514)	Airport
00009120	Airport Operations Specialist (3511)	Sr. Airport Operations Specialist (3514)	Airport
00009143	Airport Operations Specialist (3511)	Sr. Airport Operations Specialist (3514)	Airport
00012584	Airport Operations Specialist (3511)	Sr. Airport Operations Specialist (3514)	Airport
00013637	Airport Operations Specialist (3511)	Sr. Airport Operations Specialist (3514)	Airport
00013638	Airport Operations Specialist (3511)	Sr. Airport Operations Specialist (3514)	Airport
00013639	Airport Operations Specialist (3511)	Sr. Airport Operations Specialist (3514)	Airport
00012623	Airport Operations Specialist (3511)	Sr. Airport Operations Specialist (3514)	Airport

The following reallocation is a result of a significant change to the position's responsibilities.

00007520	Supervisor of Facilities (3237)	DT Promo & Events Officer (6315)	CAE
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END OF CONSENT CALENDAR

3. Hearings to be scheduled:
None
4. Tess McClendon's request for investigation of substandard management practices of Human Resources and Retirement Services Departments related to her wrongful termination, and request for reinstatement as Accountant I. Deferred to November 7, 2002 per request from Employee Services Department. **(Deferred from September 5, 2002 to November 7, 2002)**
5. Adoption of a resolution extending the probationary period to one year for Police Data Specialist I classification. (Requested by Police Chief Lansdowne) **(Deferred to November 7, 2002)**
6. Update on Civil Service Reform Task Force recommendations and hiring summary update. **(Deferred to November 7, 2002)**
7. Discussion regarding the scheduling, subject matter, and funding for a Civil Service Commission retreat. **(Deferred to November 7, 2002)**
8. Discussion regarding upcoming appointments to the Council Salary Setting Commission. **(Deferred to November 7, 2002)**

ORAL PETITIONS

ADJOURNMENT